

# **FY 2009 Application**

## **Bicycle and Shared-Use Path**

### **Design Assistance Projects**



**Extended Deadline**  
**Thursday October 30, 2008**  
**10:00 a.m**

**LATE APPLICATIONS WILL NOT BE ACCEPTED**

**Amount Available: \$250,000**



## Eligible Projects and Programs

*(This page must follow the cover page and be signed by the city manager or department head)*

All projects designed within the MAG Design Assistance Program are using federal funds and therefore are required to be constructed. If a project is not constructed, the federal design funds must be paid back. Under Federal Highway Administration guidance, the jurisdiction needs to show demonstrable progress towards construction within five years of final design. The city or town manager or a designated representative of the jurisdiction is required to sign off on this application for federal design funding. If Federal funds are used to construct the project, jurisdictions must engage in the NEPA process prior to 30% design.

All projects submitted are required to satisfy the most recent eligibility requirements outlined under official Congestion Mitigation and Air Quality Improvement (CMAQ) Program Guidance under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. The most recent Interim Program Guidance, to date, was released on October 31, 2006.

### VII. PROJECT ELIGIBILITY PROVISIONS

#### D. Eligible Projects and Programs

##### 1. Transportation Control Measures (TCMs)

- x. programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas.
- xv. programs for new construction and major reconstruction of paths, tracks, or areas solely for the use by pedestrian or other non-motorized means of transportation.

##### Eligible Design Projects:

- Facility Design up to 95% design
- Design Concept Report
- Preliminary engineering and project planning studies

For additional information, or for questions, please contact:

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I, as official representative of \_\_\_\_\_, understand and agree that the \_\_\_\_\_ project will show demonstrable progress towards construction within five years upon completion of the full design. \_\_\_\_\_ (jurisdiction) accepts the responsibility to construct this project or return the federal design funding.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# PROJECT APPLICATION

Please provide the following information about the project. This portion of the application *should not exceed six (6) pages* exclusive of photos, maps, support letters and other exhibits. ***Please submit 25 copies of each project application.***

**Write and number the application in the following order:**

## **I. IDENTIFYING INFORMATION**

1. Name of Applicant
2. Organization/Jurisdiction
3. Address (include City and Zip Code)
4. Telephone and Fax Numbers
5. Name and Title of Contact Person
6. E-Mail Address of Contact Person
7. Amount of Funding Requested

## **II. PROJECT DESCRIPTION**

1. Project Name
2. Project Description (Example: This project is a sidewalk on XXX street, extending XXX miles from XXX street to XXX street)
3. Location (the names of the streets that form the project boundaries)
4. Approximate Area (linear feet or total size of the project area)
5. The median household income in the project area
6. Map with street names clearly showing the project area boundaries and surrounding land uses
7. Aerial photos (if available)
8. Photographs with captions of the study area showing the problems/issues

## **III. PROJECT NEED**

1. How will this project benefit the community as well as:
  - (A) low-income;
  - (B) minority;
  - (C) elderly;
  - (D) physically challenged

## **IV. REPLICATION**

1. How could this project demonstrate the beneficial use of bicycle facilities in other locations in the MAG region?

## **V. LINKAGES**

1. Does this project add or complete a critical link in an existing transportation network (local or regional)?

## **VI. EXISTING PLANS**

1. Is this project included in adopted plans or policies?
2. How does this project help to achieve existing plans?

## **VII. SUPPORT and RESOURCES**

1. List the community partners that will be supporting the development and promotion of this project. Include city departments that will also be supporting the project.
2. Indicate that the jurisdiction has the following resources:
3. Dedicated staff person to manage the project. Which city department will be responsible to provide information to the consultant?
4. Base information (topo survey, aerial photography, ALTA survey in electronic/digital format, easement information, utility placement information).

## **VIII. COST AND FUNDING**

1. What is the approximate cost for plans, designs, and specifications for this project?
2. Are there designated funds for construction of this project? If yes, what funding source has been identified?
3. Are there funds for maintenance and who has the responsibility for maintenance?
4. If funding has not been designated for construction of this project, what efforts have been made to identify funds that could be used for this project?

## **IX. SUPPLEMENTAL (not included in six-page limitation):**

1. Property Owner Letter of Support (if required)

## **REFERENCE: 2009 *Pedestrian and Bicycle Design Assistance Guidebook***

The *Guidebook* gives detailed information on the following topics:

- Design Assistance Program Description
- Project Eligibility
- Available Funding
- Schedule
- Program Focus
- Match Requirement
- Project Evaluation and Selection
- Evaluation Criteria
- Developing a Cost Estimate for the Design Project
- Responsibilities of Project Sponsor
- Process After Selection
- On -Call Consultant List
- Pre-Contract Scoping Meeting
- Contact Information